



RECRUITMENT

Classification: Information Technology Specialist 4 ([ITS4](#))

Division: Information Technology Services

Location: Olympia WA

Salary: \$46,152 - \$59,088 Annually (DOQ)

Opens: September 15, 2006

Closes: Open Until Filled. The hiring authority reserves the right and may exercise the option to make a hiring decision at any time. Screening will begin on September 29, 2006 and *it will be to the applicant's advantage to submit materials as soon as possible.*

Career Opportunity

There is one opening within the Information Technology Services Division (ITS) of the Liquor Control Board (LCB) at the headquarters in Olympia, WA. This permanent full-time position reports to the Merchandising System Team Supervisor. The ITS division is responsible for providing a full range of information technology services to the agency including Service Desk, Applications, Desktop Services, Database Services and Network Services.

Agency Profile

The Washington State Liquor Control Board's mission is to prevent the misuse of alcohol and tobacco and promote public safety through controlled retail and wholesale distribution, licensing, regulation, enforcement and education.

The headquarters of the Washington State Liquor Control Board (LCB) is in Olympia, Washington. The agency employs about 1,350 full and part-time employees statewide. Positions include Liquor and Tobacco Enforcement Officers; Liquor License Specialists; Liquor Store Clerks and Managers; Financial Analysts; Information Technology Specialists; and Warehouse Operators. A Seattle distribution center receives and ships all liquor sold by the agency's 161 state and 154 contract stores, including all liquor supplied to more than 4,000 businesses licensed to sell liquor by the drink. There are four regional Enforcement Offices and six field offices statewide. For more detailed information regarding LCB, please visit: www.liq.wa.gov.

Position Objectives & Responsibilities

The Information Technology Specialist 4 (ITS4) is a senior-level specialist position in the ITS division. It is responsible for providing analysis, design, development, installation, maintenance, programming, testing, quality assurance, troubleshooting and/or problem resolution tasks for mission-critical applications in support of the Retail Services, Financial-Merchandise

Accounting, Audit, Loss Prevention and Purchasing Divisions or sections of the Liquor Control Board. This position determines business requirements, develops, codes, tests, documents and implements medium to large, divisional, cross-divisional or multifunctional applications in these system areas. This position is part of a pool of software developers that may be assigned work on tasks or projects, individually or as part of a team, outside of this designated area of support.

Compensation

This position is in the classification range 58, with a starting annual compensation of \$46,152 - \$59,088 annually depending upon qualifications. We offer a solid benefit package that includes a state retirement plan, deferred compensation, 11 paid holidays, paid vacation and sick leave, and a full array of health, dental, life, and long-term disability insurance coverage.

Preferred/Desired Education and Experience

- ◆ AA or BA in Information Technology with emphasis in analysis, design and programming skills, and two years of experience in applications design and development; OR
- ◆ Comparable education and three years of experience in applications design and development.
- ◆ Demonstrated ability to design and develop complex software applications.
- ◆ Demonstrated ability to work independently, or as part of a team, to solve complex technical problems.
- ◆ Training and/or experience in the .NET Framework, VB.NET, ASP.NET, Web Services Enhancements for .NET, XML, SQL Server, Data Reporting, Configuration Management, and Job Scheduling Software.

Competencies/Essential Functions

- ◆ Analyze, design, and develop applications as required on assigned tasks or projects for new development or existing application enhancements.
- ◆ Logically integrate various ideas, intentions, and information to form effective goals, objectives, timelines, action plans, and solutions. Determine scope and work effort, and develop alternative solutions.
- ◆ Employ expertise, credibility, and effective partnering to help clients identify, evaluate, and resolve complex or sensitive issues, problems, or service needs to customers, and make recommendations.
- ◆ Provide timely problem resolution for existing production applications or system down conditions.
- ◆ Provide support, maintenance and enhancement of existing mission critical applications.
- ◆ May serve as a technical lead on medium to large divisional or cross-divisional projects. Must effectively direct and integrate all aspects of a project or program, ensuring that work progresses toward achieving goals and objectives.

Agency Core Competencies

- ◆ Accountability – accept personal responsibility for the quality and timeliness of work. Can be relied upon to achieve excellent results with little need for oversight.
- ◆ Serving Customers – build and maintain internal and external customer satisfaction with the products and services offered by the LCB. Develop innovative ideas that provide solutions to our customers' challenges.
- ◆ Communication – convey clear, timely, persuasive messages that positively influence the thoughts and actions of others.
- ◆ Building and Maintaining Relationships – earn the trust, respect, and confidence of coworkers and customers through consistent honesty, forthrightness and professionalism in all interactions. Build and maintain working relationships characterized by mutual acceptance and cooperation.

Contribute to an environment that honors diversity, and uses diverse perspectives to meet the agency's mission and goals.

Application Procedure

E-MAIL will be the primary method of communication throughout this recruitment. Please submit your package to Janet Krueger at email address: jl原因@liq.wa.gov. If necessary, hard copies may be mailed to: Janet Krueger, Human Resources Office, Washington State Liquor Control Board, PO Box 43100, Olympia, Washington 98504-3100. If you have questions regarding this recruitment, please contact me at 360/664-1643.

Candidates must submit all of the following to be considered for the position:

- A letter of interest (no more than two pages) specifically describing how your skills and experience meet the preferred/desired education and experience;
- Education, Experience, and Competencies outlined in this announcement. Please include a statement as to how you became aware of this recruitment;
- A résumé listing names of employers, specific duties performed, dates of employment, and degrees attained;
- A list of professional references (at a minimum: one supervisor, co-worker, and a key customer or stakeholder), with current telephone numbers and addresses; and
- A completed [WA State Job Application](#) and [Applicant Profile Data Form \(listed below\)](#). Completion of the Applicant Profile Data Form is voluntary. The information gathered will be used for statistical purposes only and will be kept confidential.

Special Note

The act of submitting application materials is considered affirmation that the information provided is complete and truthful.

Prior to any new appointment into the Liquor Control Board, a background check will be conducted. Additionally, all employees of the LCB must comply with RCW 66.08.080 which states: no employee of the board shall have any interest, directly or indirectly, in the manufacture of liquor or any liquor sold under this title, or derive any profit or remuneration from the sale of liquor, other than the salary or wages payable to him in respect of his office or position and shall receive no gratuity from any person in connections with such business.

Persons with a disability who need assistance in the application process or those needing this announcement in an alternate format may call (360) 664-1643 or TTY 800-855-2880. The state of Washington is an equal opportunity employer and encourages all qualified persons including disabled and Vietnam era veterans, women, racial and ethnic minorities, people with disabilities and persons over 40 years of age to apply.